

**MANSFIELD DOWNTOWN PARTNERSHIP  
BOARD OF DIRECTORS  
Monday, July 27, 2015  
Mansfield Town Hall  
Town Council Chambers**

**5:00 PM**

**DRAFT MINUTES**

Present: Steve Bacon, Tom Callahan, Anne D'Alleva, Mona Friedland, Matt Hart, Riley Hasson, George Jones, Mike Kirk, June Krisch, Philip Lodewick (by phone), Paul McCarthy, Toni Moran, Shamim Patwa, Betsy Paterson, Diana Pelletier, Steve Rogers, Paul Shapiro, and Bill Simpson

Staff: Cynthia van Zelm

Guest: Howard Kaufman, Principal at LeylandAlliance

**1. Call to Order**

Board member Matt Hart called the meeting to order at 5:00 pm as Board President Philip Lodewick was participating by phone.

Mr. Hart welcomed Anne D'Alleva as a new Board member. Ms. D'Alleva is the new Dean of UConn's School of Fine Arts, having worked in the School of Fine Arts for many years. Board members introduced themselves.

**2. Opportunity for Public to Comment**

There was no public comment.

**3. Approval of Minutes of July 2, 2015**

George Jones made a motion to approve the minutes of July 2, 2015. Paul Shapiro seconded the motion. The motion was approved.

**4. Executive Director Report**

Cynthia van Zelm updated the Board on Partnership staffing. She said the Town Council had approved the agreement for the Partnership to take over management of the Transportation Center. A job announcement has been posted for a 30 hour Transportation Coordinator/Office Assistant position. Sarah Delia will be moving over to the Town Manager's office to assist

while the Town Manager's Executive Assistant is on maternity leave. Kim Blair, who is working part-time at the Community Center, will come over to the Partnership office to assist on a temporary basis. Toni Moran expressed concerns about the 30 hour position coming with no benefits. Mr. Hart said the Partnership Finance and Administration discussed this issue and will continue to review and monitor.

Ms. van Zelm said some Partnership Board members, along with members of the Storrs Center development team, met with a juror from the Urban Land Institute Award panel to be interviewed for their Global Awards of Excellence. Winners should be announced after the jurors meet in late August.

Ms. van Zelm said she is still looking for volunteers for the Partnership booth at the Festival.

Betsy Paterson made a motion to go into Executive Session according to Connecticut General Statutes sections 1-200 (6) (E) and 1-210 (b) (5). Shamim Patwa seconded the motion. The motion was approved.

## **5. Executive Session pursuant to CGS §1-200 (6) (E) and 1-210 (b) (5)**

Present: Mr. Bacon, Mr. Callahan, Ms. D'Alleva, Ms. Friedland, Mr. Hart, Ms. Hasson, Mr. Jones, Mr. Kirk, Ms. Krisch, Mr. Lodewick, Mr. McCarthy, Ms. Moran, Ms. Paterson, Ms. Patwa, Ms. Pelletier, Mr. Rogers, Mr. Shapiro, Ms. Simpson

Also Present: Ms. van Zelm, Mr. Kaufman

## **6. Adjourn**

Ms. Moran made a motion to adjourn. Ms. Paterson seconded the motion. The motion was approved and the meeting adjourned at 6:03 pm.

*Minutes taken by Cynthia van Zelm.*